

Instructions for completing the NON-RESIDENT AFFIDAVIT FORM

You can type directly in the Non-Resident Affidavit form online or you may print the form and complete it by hand or typewriter. The form cannot be electronically submitted. You **MUST** mail the form to the Clerk's Office. For complete instructions see "**When you are finished.**"

To type on the PDF form:

Use the arrow buttons at the top or bottom of the Adobe toolbars to move to page 2 of this document. This brings you to the first page of the Non-Resident Affidavit form. Text fields have been inserted where you enter information. Move the mouse over the form until you get to the first text field which is the entry for the "To the Clerk of the Circuit Court for _____ County...." The hand will turn into an I-beam when it is over the text field. Click the mouse and the I-beam will turn into a blinking vertical line. You can start typing at this point.

Use the tab key to move to the next field. Once you have completed the last text field on the form, hit the "Enter" key to input the last entry.

How to check a checkbox?

Move the hand over the checkbox. The hand will turn into an arrow or a pointing finger. Click the mouse to check or you can use the space bar to check the box. To uncheck the box, move the hand over the checkbox. It will turn into an arrow or a pointing finger. Click the mouse to remove the check.

What if I make a mistake or want to start over?

To make a correction, move the hand over to the field where you want to make the change and click on it. It will highlight the present entry and you can type in that field again.

If you want to start the entire form again, click the RESET FORM button at the bottom of page 2 of the Form. This clears all entries. **WARNING:** This removes all data from the entire form so you will have to start the form completely from the beginning.

When you are finished:

Click FILE, then PRINT. This form **must** be signed in front of the clerk or comparable official in your jurisdiction. Call your local official to see if both parties need to be present. After your local official has given the oath and signed and sealed the application, MAIL the completed form with a CERTIFIED CHECK or MONEY ORDER in the amount of \$55 payable to: Clerk of Circuit Court for Calvert County.

Clerk of Circuit Court
175 Main Street
Prince Frederick, MD 20678

**STATE OF MARYLAND
NON-RESIDENT MARRIAGE APPLICATION
PLEASE TYPE**

To the Clerk of the Circuit Court for _____ County, Maryland:

APPLICATION _____ LICENSE NO. _____

I HEREBY MAKE APPLICATION FOR A MARRIAGE LICENSE TO BE ISSUED IN ACCORDANCE WITH THE ACT OF ASSEMBLY IN SUCH CASES MADE AND PROVIDED, AND DO MAKE THE FOLLOWING STATEMENTS UNDER OATH, TO WIT:

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Groom: _____ Age: _____

Residence: _____ Birth State: _____

SSN: _____

SSN - mandatory

Marital Status: ☐ Single

☐ Widowed (Date/Place) _____

☐ Divorced (Date/Place) _____

Consenting person for Groom over 14 and under 18 _____

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Bride: _____ Age: _____

Residence: _____ Birth State: _____

SSN: _____

SSN - mandatory

Marital Status: ☐ Single

☐ Widowed (Date/Place) _____

☐ Divorced (Date/Place) _____

Consenting person for Bride over 14 and under 18 _____

Relationship to Groom if any: _____

X _____ X _____

Signature of Groom Signature of Bride

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SWORN TO AND SUBSCRIBED before me this _____ day of _____, _____ at _____ o'clock _____ m .

Printed Name _____

*Signature of comparable official

Court/Office _____

*NOTE: This document is authorized under the Maryland Annotated Code - Family Law Article -
A Notary Public is NOT a comparable official under the laws governing Marriage Licenses for Maryland.
A Clerk of any court or Marriage License agent would be. The Clerk of the Circuit Court requests your
cooperation and assistance. Telephone (410) 535-1660.

